



**Office of the  
State Superintendent of Education**

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Dear Applicant:

Enclosed please find an initial application for a Child Development facility. Please complete and return the application with the \$75.00 initial application fee to this office. The initial application fee entitles you to one (1) initial inspection and one (1) follow-up inspection. If additional inspections are needed due to unmet licensure requirements, an additional re-inspection fee(s) will be assessed.

**Failure to return the application with the initial application fee in the form of check or money order will result in your application not being processed. All checks or money orders must be made payable to the "D.C. Treasurer."**

When you met all licensure requirements, a child development center license will be issued after a payment of the licensure fee. The hours of operation and the number and ages of children to be cared for will be issued according to your request on the application. The center's licensure fee depends on the licensed capacity of the center.

<b>INITIAL APPLICATION FEE FOR CENTER AND HOME</b>	<b>\$75.00</b>
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**ANNUAL FEES**

<b>(a) Child Development Homes</b>	<b>\$75.00</b>
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**(b) CENTER LICENSE**

1-50 Children	<b>\$200.00</b>
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51-100 Children	<b>\$300.00</b>
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101-175 Children	<b>\$400.00</b>
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Over 175 Children	<b>\$500.00</b>
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**REPLACEMENT FEE**

	<b>\$25.00</b>
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All fees must be paid prior to release of the license. Should you have any questions or require assistance, please contact this office on (202) 442-5929.

Sincerely,

Valerie A. Ware  
Program Manager